

Board Meeting Minutes

February 13th, 2023 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, February 13th, 2023, via videoconference

Attending Trustees:

Alvin Shih
Ashley Garrett
Carol Santiago-DeJesus
Hannah Hoch
Ilene Lainer
Mitchel Baum
Mark Saretsky
Ben Hartman
Christine Sandler
Paul O'Neill
Naeema Livingston

Absent Trustees:

Alysia Steinmann
Elaine Florio

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance

1. Call to order

- Action: Ms. Santiago-DeJesus called the NYCACS general meeting to order at 5:06pm.

2. Board Business

a. Minutes from Board Meeting 01-09-2023

- At 5:06pm the minutes from the Jan 9th, 2023, Board meeting were reviewed.
 - Action: Ms. Garrett motioned to approve the Jan 9th, 2023, minutes. Ms. Lainer seconded the motion in which the Board voted, and the minutes were approved by majority vote. Mr. Hartman abstained as he was absent at the previous meeting.

3. School /Operations Updates

a. Migration of Server Files to the Cloud

- Ms. Fisher provided an update on the migration of files from the physical server to the Sharepoint. This will allow for easier collaboration and remote access.

b. Thread Application

- Ms. Fisher is pausing on the search for alternatives platforms to Thread Learning as it is so well suited to the school's needs. She will try to arrange a meeting with the developers at Thread that can be attended by Mr. Shih and Mr. Hartman to determine when and if the platform will no longer be usable.

c. Updated Bio Information

- Ms. Fisher thanked those Trustees who submitted an updated bio/resume for the organization's website and asked that those who have not yet submitted that information do so as soon as possible.

d. Covid Vaccination

- Ms. Fisher informed Trustees of Mayor Adams' decision to discontinue the mandate for vaccination of city employees, and questioned whether or not NYCACS should continue the requirement currently in place that employees to be vaccinated. A discussion ensued.
 - Action: At 5:17 Ms. Lainer made a motion that NYCACS follow all NYC DOE health and safety mandates unless the board votes otherwise. Ms. Garrett seconded the motion in which the Board voted, and the minutes were unanimously approved.

4. Finance Committee

- At 5:48pm Ms. Jones announced that the October YTD financials for both schools is showing the schools operating better than planned due to salary savings as well as some savings on classroom instruction.
- Ms. Jones presented December YTD financials for both schools. Both schools are showing a surplus and are performing better than plan. This is mainly due to savings in personnel expenses as well as grants and fundraising.

5. Fundraising Committee

a. Associate Board Fundraiser

- Ms. Fisher reported that over \$2500 was raised through the recent Associate Board Fitness Fundraiser.

b. Donor Database

- Ms. Fisher reported that the organization has successfully have shifted the donor database to a new platform, Boomerang, and are no longer using Fundly.

c. Website Updates

- Ms. Fisher is working with an Associate Board Member to review several different companies that might assist with needed updates to the website.

d. April Fundraiser

- Ms. Garrett detailed the upcoming April 27th fundraiser – a pop-up gallery show of the student’s work from photography lessons.

6. Governance Committee

a. Board Needs/Trustee Recruitment

- Mr. O’Neill discussed possible board recruitment needs and suggested that Trustees review the skill sets they might want to bolster within the Board. Specific attributes will be included in a document and circulated amongst Trustees to inform further discussion.

7. Task Force Updates

a. Per Pupil Reimbursement

- Mr. Saretsky reviewed the recent Per Pupil Reimbursement Task Force Meeting discussion PR and next steps. The next PPR task force meeting will be held on April 24th.
- NYCACS utilized Dwayne Andrews from Patrick B. Jenkins for the previous round of per pupil reimbursement work. Mr. Saretsky suggested retaining Mr. Andrews according to the agreement he laid out.
 - Action: At 6:00pm, Ms. Lainer made a motion to approve the consultant agreement - \$2,000 per month through the slow period of this process and \$4,000 per month during the higher workload period - with the caveat of clarifying parameters around lobbying as they pertain to our organization to ensure that the engagement is lawful. Mr. Baum seconded the motion in which the Board voted and the motion was approved by majority vote. Ms. Livingston abstained.

b. Leadership Review TaskForce

- Ms. Lainer reported that Ms. Sandler, Ms. Florio, and Ms. Lainer will serve as a concentrated Reimagining Leadership Taskforce, and will report back to the larger taskforce and the board. The overall objective is to reimagine tasks and reconfigure leadership jobs while clarifying expectations.

c. Compensation Taskforce

- Ms. Santiago reviewed the Compensation Task Force meeting from January 11. The goal will be to review the entire compensation package for each role and try to ensure the organization is close to other similar programs.

8. Closing Items

a. Adjourn Meeting

- At 6:12PM Mr. Hartman made a motion to move to the Executive Session to discuss a staff issue. Mr. Saretsky seconded the motion as which point moving the meeting to into Executive Session was unanimously approved.
- At 6:27PM, Mr. Hartman made a motion to leave the Executive Session. Ms. Sandler seconded the motion in which the Board voted and leaving the Executive Session was unanimously approved.
- At 6:28PM, Ms. Garrett made a motion to adjourn the Board meeting. Ms. Sandler seconded the motion in which the Board voted and adjourning the meeting was unanimously approved.